The Library Letter

Concordia University
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This newsletter publishes information on the Libraries for the Concordia University Community. We welcome your questions or comments. Direct them to THE LIBRARY LETTER, Orientation Office, N-429-10, 879-4523.

POLICY CHANGES

At its meeting on March 31, 1978, the Senate approved a number of policy changes:

* Weekend hours in the Norris, Vanier, and Science and Engineering Library will be extended until 10:00 p.m. during the Fall and Spring Terms. Attendance figures will be closely monitored by the libraries to assist them in eventually establishing those hours which best meet the needs of their users.

* Fines policy will change as of the Summer Term, 1978 from the former policy of 50 cents per day to the following:

  a) 10 cents per day, for the first three days the material is overdue.

  b) 25 cents per day on the fourth day the material is overdue. On the fourth day, the 25 cent fine becomes retroactive to the first day the material was overdue.

  c) Maximum fine: $10.00 per item.

  After one year, this policy will be evaluated by the libraries and appropriate recommendations will be made. The libraries would appreciate receiving comments from library users.

* Fines for overdue reserve materials will remain the same. However, the maximum fine will be raised to $10.00 per item, effective the Summer Term, 1978.

* Upon request bound periodicals and periodicals on microform will be delivered between campuses. These materials will not be taken out by the requestor, but will remain in the library to which they were delivered where they can be used for a period of two days. This service will be possible only between campuses, and not between two libraries on the same campus. The effectiveness of this policy will be evaluated at the end of one year.

* Photocopies of periodical articles available only on the other campus, can be sent to the user's home campus upon request. Cost to the user is 10 cents per copy. It is hoped that the existence of this service will minimize the number of periodicals not available on the shelves through circulation to another campus. The libraries are presently working on procedures to make the service as efficient as possible.

* The Senate received a Senate Library Committee resolution that no library alterations or other construction take place during the months of November, December, March, and April as these are periods of peak library use at Concordia.

OTHER CHANCES...

Printing Services' decision to move their copy service from the 10th floor of the Hall Building to the first floor of that building was received by the Libraries with considerable regret. In the past, users of the Science and Engineering Library enjoyed the convenience of being able to take library materials for photocopying to the depot located around the corner from the library entrance. Because of the anticipated inconvenience to library users, Printing Services was contacted and as a result, there will be some adjustments made to the copying facilities which exist in the Science and Engineering Library. This includes the installation of an auditron receptacle on one of the Xerox units, and the installation of a coin-operated machine outside the Library. We hope that these changes will provide a satisfactory service.

HIGH-DEMAND MATERIALS

GIVING STUDENTS A FAIR CHANCE

We would like to remind faculty members who are planning reading lists for courses to be given this summer or next fall, of the Library's RESERVE SYSTEM.

The purpose of the reserve system is to ensure that all sutdents in a given course have access to important reading material within a reasonable period of time. Depending upon anticipated demand, material can be placed on reserve (limited circulation) for the following periods:

* 3 days
* 24 hours
* 3 hours

The material in question need not belong to the Library's collection. If you wish to make your own copies available, we will be able to ensure that the material is seen by the maximum number of students, while still maintaining control of its whereabouts.

PROCEDURE

* Plan ahead. Please allow two weeks from the time you submit your list(s) before advising your students of the material's availability.

* Your list should include: Professor's name, course name and number, approximate number of students in the course, course length, and desired loan period for each item.

FOR FURTHER INFORMATION CONTACT THE CIRCULATION DEPARTMENT OF THE LIBRARY YOU PLAN TO USE:

Norris Library - 879-8170

Science and Engineering Library - 879-4183

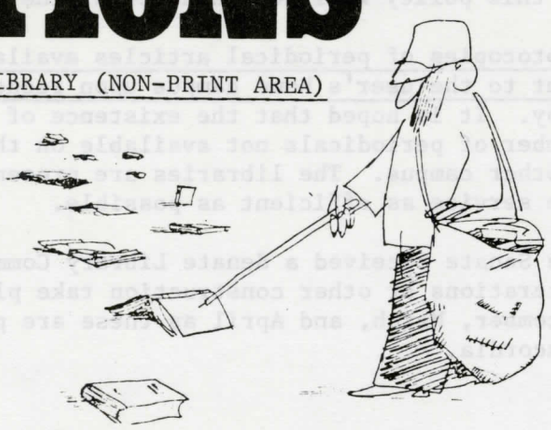
Drummond Science Library - 482-0320, ext. 337

Vanier Library - 482-0320, ext. 374

ACQUISITIONS

PLAYS ON AUDIO CASSETTE AT THE VANIER LIBRARY (NON-PRINT AREA)

* AH, WILDERNESS!
* ANTONY AND CLEOPATRA
* CAESAR AND CLEOPATRA
* THE CHERRY ORCHARD
* THE CRUCIBLE
* DEATH OF A SALESMAN
* A DELICATE BALANCE



INFORMATION ON YOU (?) IN GOVERNMENT PUBLICATIONS, NORRIS LIBRARY

The INDEX OF FEDERAL INFORMATION BANKS -1978 is the direct result of the implementation of Part IV of the Canadian Human Rights Act, passed by the Canadian government in July, 1977. Put out by the Treasury Board of Canada, it can be referred to in the Government Publications and Microforms Room under the call number BT1-1/1978.

OECD PUBLICATIONS

The Organization for Economic Co-operation and Development, of which Canada is a member country, was established in September, 1961. Their publications deal with the following:

* ECONOMIC AND FINANCIAL AFFAIRS
* STATISTICS
* DEVELOPMENT
* AGRICULTURE, FOOD, FISHERIES
* ENERGY, INDUSTRY, TRANSPORT, TOURISM
* ENVIRONMENT
* MANPOWER AND SOCIAL AFFAIRS
* SCIENCE AND ETCHNOLOGY
* EDUCATION

Publications from 1967 onwards can be found in the Norris Library, Government Publications and Microforms.

FOOTNOTES

A NOTE FROM NON-PRINT

Some faculty members, as well as students, have yet to discover the growing collection of non-print materials (audio and video cassettes, filmstrips, records, films, and combinations thereof) available in the Library. Now that classes are over, why not take some time to visit the Non-Print library on either campus and see exactly what is available? Then tell us what you'd like added to the collection, and pick up your copy of What Non-Print Materials Can do For You in College Teaching, a booklet published by the Association of American Publishers. For telephone enquiries:

Norris Library Non-Print Area: 879-8115 or 879-8182

Vanier Library Non-Print Area: 482-0320, ext. 365

REMINDER TO FACULTY

DATE DUE ON BOOKS CHARGED OUT FOR THE SECOND SEMESTER (WINTER SESSION) IS APRIL 30, 1978. IN ACCORDANCE WITH THE LOANS POLICY, FACULTY MEMBERS ARE SUBJECT TO OVER-DUE FINES FOR LATE RETURN OF MATERIALS.